

GOVERNMENT OF THE DISTRICT OF COLUMBIA

Child and Family Services Agency



CONTRACTS AND PROCUREMENT ADMINISTRATION

BLANKET PURCHASE AGREEMENT: DCRL-2014-A-0034 CONSULTING SERVICES

1. Extent Of Obligation:

The Government of the District of Columbia is obligated only to the extent that authorized purchases are actually made under the Blanket Purchase Agreement (BPA), and is not obligated to place future orders. (Title 27 of the District of Columbia Municipal Regulations (DCMR), Chapter 18, Section 1810.2 (a) (c); 1811.2 (b))

- a) Delivery or performance shall be made only as authorized by orders. Authorized orders may be in the form of a Purchase Order. The Contractor shall furnish to the District, when and if ordered, the supplies or services specified in the Schedule up to and including the maximum quantity specified in the price schedule. The District will order at least the minimum quantity specified in the price schedule.
- b) There is no limit on the number of orders that may be issued. The District may issue orders requiring delivery to multiple destinations or performance at multiple locations.
- c) Any order issued during the effective period of this contract and not completed within that period shall be completed by the Contractor within the time specified in the order. The contract shall govern the Contractor's and District's rights and obligations with respect to that order to the same extent as if the order were completed during the contract's effective period; provided that the contractor shall not be required to make any deliveries under this contract after the expiration date of the contract.
- d) The Contractor shall not provide any services under this agreement until sufficient funding to cover the cost of the requested services has been issued.

2. Notice Of Individual(s) Authorized To Place Orders Under The BPA:

- 2.1 The CA is responsible for general administration of the contract and advising the CO as to the Contractor's compliance or noncompliance with the contract. The CA has the responsibility of ensuring the work conforms to the requirements of the contract and such other responsibilities and authorities as may be specified in the contract. These include:
- 2.2 Keeping the CO fully informed of any technical or contractual difficulties encountered during the performance period and advising the CO of any potential problem areas under the contract;
- 2.3 Coordinating site entry for Contractor personnel, if applicable;

- 2.4 Reviewing invoices for completed work and recommending approval by the CO if the Contractor's costs are consistent with the negotiated amounts and progress is satisfactory and commensurate with the rate of expenditure;
- 2.5 Reviewing and approving invoices for deliverables to ensure receipt of goods and services. This includes the timely processing of invoices and vouchers in accordance with the District's payment provisions; and
- 2.6 Maintaining a file that includes all contract correspondence, modifications, records of inspections (site, data, and equipment) and invoice or vouchers.
- 2.7 The address and telephone number of the CA:

Amy Templeman
Office of Well Being
Child and Family Services Agency
3rd Floor, Office #3650
200 I Street, SE
Washington, DC 20003
Phone: 202-724-7080
Amy.Templeman@dc.gov

- 2.8 The CA shall NOT have the authority to:
 - 1. Award, agree to, or sign any contract, delivery order or task order. Only the CO shall make contractual agreements, commitments or modifications;
 - 2. Grant deviations from or waive any of the terms and conditions of the contract;
 - 3. Increase the dollar limit of the contract or authorize work beyond the dollar limit of the contract,
 - 4. Authorize the expenditure of funds by the Contractor;
 - 5. Change the period of performance; or
 - 6. Authorize the use of District property, except as specified under the contract.
- 2.9 The Contractor will be fully responsible for any changes not authorized in advance, in writing, by the CO; may be denied compensation or other relief for any additional work performed that is not so authorized; and may also be required, at no additional cost to the District, to take all corrective action necessitated by reason of the unauthorized changes.

3. SCOPE OF SERVICES

3.1 SCOPE OF WORK:

- 3.1.1 The District of Columbia Child and Family Services Agency (CFSA) seeks a contractor to accept incoming referrals for domestic violence services, schedule appointments, administer face-to-face domestic violence assessments for youth and adults involved with the child welfare system, and produce reports from these assessments. Assessments will be completed for victims and perpetrators. To bridge the gap in services and help decrease a backlog of needed assessments, CFSA requests that a local expert in domestic violence and child welfare provide assessment services to youth and adults clients of CFSA.

- 3.1.2 The assessor will be placed in the Office of Well Being and work in partnership with the CFSA Domestic Violence Specialist. The assessor will be trained on and complete the following four tools as appropriate: 1) CFSA Domestic Violence assessment tool, 2) Danger Assessment tool, 3) Safety Plan, and 4) Perpetrator assessment tool. Results of the assessments will be entered in FACES, CFSA's client information system, and captured in written reports to be shared with Office of Well Being staff. The assessor will also issue written recommendations to the client's case management team after completing each assessment.

3.2 **DEFINITIONS**

These terms when used in this Scope of Work have the following meanings:

- A. CFSA: The District of Columbia (DC) Child and Family Services Agency.
- B. Covered Entities: Any District government agency, department, or program that furnishes information or renders services, programs, or activities directly to the public or contracts with other entities, either directly or indirectly, to conduct programs, services, or activities.
- C. Single Award, Blanket Purchase Agreement (BPA): A streamlined contracting vehicle that CFSA makes available to all covered entities/offices. It consists of a roster of Contractors that are approved by the originating Contracting Officer on the basis of proposals submitted in response to a solicitation.
- D. Offices: Agencies served by the District of Columbia Child and Family Services Agency (CFSA) that are authorized to issue orders.

3.3 **SPECIFIC REQUIREMENTS**

- 3.3.1 Respond to incoming referrals for domestic violence received by the Office of Well Being by reviewing the referral, contacting the referral source with questions, and scheduling appointments with victims or perpetrators for assessments.
- 3.3.2 Administer face-to-face assessments for youth and adults involved with the child welfare system, at CFSA, the client's home, or any other convenient location for the client using the following four tools as appropriate: 1) CFSA Domestic Violence assessment tool, 2) Danger Assessment tool, 3) Safety Plan, and 4) Perpetrator assessment tool.
- 3.3.3 Produce reports after assessments indicting lethality and any recommendations for the social worker and client.
- 3.3.4 Enter attempted contacts, contacts, and assessment information into FACES, CFSA's client information system, and Office of Well Being spreadsheets.
- 3.3.5 Utilize personal transportation to conduct any assessments that need to take place off-site and will not be reimbursed for these costs.

3.4 **GENERAL REQUIREMENTS**

- Licensed Clinical Social Worker or Licensed Professional Counselor
- At least three years of experience providing domestic violence services.
- Excellent writing and communication skills.
- Experience working with child welfare social workers or other child welfare case management teams or service providers.
- Familiarity with resources to support domestic violence in the District of Columbia, including emergency services, housing, and advocacy.
- Knowledge of the child welfare system, child protection laws, and legal timeframes associated with reunification of birth parents and children who have been removed from the home.
- Valid driver's license and ability to travel in the metro area.
- All necessary clearances required by Child and Family Services Agency.

3.5 **SPECIFIC RESPONSIBILITIES**

- Assess the domestic violence needs of youth and adults where they are located or where they are most comfortable (e.g., family home, foster home, school, CFSA offices). The location will be determined by therapeutic need.
- Provide an aggregate report to the Office of Well Being summarizing all activity on a weekly basis including: number of referrals, length of time to assessment, completed assessments, no shows, recommendations for treatment and services, and other data fields as determined necessary by CFSA.
- Respond to referrals within 24 hours. This position requires flexible hours, including weekend and evenings, to obtain access to youth and adults for face-to-face assessments.
- Provide recommendations on the best appropriate treatment and services based on the needs of victims and perpetrators.
- Attend court hearings if needed to report on results of domestic violence assessments.

4. **CONTRACT CLAUSES**

4.1 **PUBLICITY**

The Contractor shall at all times obtain the prior written approval from the CO before it, any of its officers, agents, employees or subcontractors, either during or after expiration or termination of the contract, make any statement, or issue any material, for publication through any medium of communication, bearing on the work performed or data collected under this contract.

4.2 **FREEDOM OF INFORMATION ACT**

The District of Columbia Freedom of Information Act, at D.C. Official Code §2-532 (a-3), requires the District to make available for inspection and copying any record produced or collected pursuant to a District contract with a private contractor to perform a public function, to the same extent as if the record were maintained by the agency on whose behalf the contract is made. If the Contractor receives a request for such information, the Contractor shall immediately send the request to the CA who will

provide the request to the FOIA Officer for the agency with programmatic responsibility in accordance with the D.C. Freedom of Information Act. If the agency with programmatic responsibility receives a request for a record maintained by the Contractor pursuant to the contract, the CA will forward a copy to the Contractor. In either event, the Contractor is required by law to provide all responsive records to the CA within the timeframe designated by the CA. The FOIA Officer for the agency with programmatic responsibility will determine the releasability of the records. The District will reimburse the Contractor for the costs of searching and copying the records in accordance with D.C. Official Code §2-532 and Chapter 4 of Title 1 of the *D.C. Municipal Regulations*.

4.3 SECTION 504 OF THE REHABILITATION ACT OF 1973, as amended.

During the performance of the contract, the Contractor and any of its subcontractors shall comply with Section 504 of the Rehabilitation Act of 1973, as amended. This Act prohibits discrimination against disabled people in federally funded programs and activities. See 29 U.S.C. § 794 *et seq.*

4.4 AMERICANS WITH DISABILITIES ACT OF 1990 (ADA)

During the performance of this contract, the Contractor and any of its subcontractors shall comply with the ADA. The ADA makes it unlawful to discriminate in employment against a qualified individual with a disability. See 42 U.S.C. §12101 *et seq.*

4.5 CONFIDENTIALITY

The Contractor recognizes and acknowledges that, by virtue of entering into this contract and providing services to the District hereunder, Contractor may have access to certain information of the District and its clients that is confidential and constitutes valuable, special and unique property of the District. The Contractor shall not at any time, either during or subsequent to the term of this contract, disclose to others, use, copy or permit to be copied, any the District client/confidential information without the District's express prior written consent, except pursuant to Contractor's duties hereunder. Contractor agrees to abide by all laws and regulations governing confidentiality, including but not limited to the Health Insurance Portability and Accountability Act of 1996, as amended (HIPAA).

5. Deliverables:

The Contractor shall have the ability to deliver requested services. The Contractor shall adhere to the specified requirements.

| Deliverable | Quantity | Format/ Delivery Method | To Whom |
|--|-----------------|--|----------------|
| Onsite: Contractor will review incoming referrals for domestic violence, contact the referral source with questions, and schedule appointments with victims or perpetrators for assessments. at CFSA located at 200 I Street, SE Washington, DC 20003 See Section 3.3 | 273 | Written monthly report submitted via e-mail. | CA |

6. Period Of Performance:

- 6.1 The period of performance shall be from Date of Award to September 30, 2014. Purchase orders issued by the District will expire at the end of each fiscal year. The expiration date of a purchase order has no effect on the delivery period of the actual BPA unless the purchase limitation amount has been met.

7. Option To Extend The Term Of The Blanket Purchase Order

- 7.1 The District may extend the term of this contract for a period up to Four, one (1) **Year**, or successive fractions thereof, by written notice to the Contractor before the expiration of the contract; provided that the District will give the Contractor a preliminary written notice of its intent to extend at least thirty (30) days before the contract expires. The preliminary notice does not commit the District to an extension. The exercise of this option is subject to the availability of funds at the time of the exercise of this option. The Contractor may waive the thirty (30) day preliminary notice requirement by providing a written waiver to the Contracting Officer prior to expiration of the contract.
- 7.2 If the District exercises this option, the extended contract shall be considered to include this option provision.
- 7.3 The price for the option period shall be as specified in the contract.

- 7.4 The total duration of this contract, including the exercise of any options under this clause, shall not exceed fifty-seven (57) months.

8. Order For Services And Invoices:

- 8.1 Orders for services against this BPA will be placed via email, telephone or facsimile. CFSA will issue an order under this Agreement in writing, in the form of an electronic mail, facsimile, or paper purchase order. These will be considered direct ordering agreements made with the contractor.
- 8.2 Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or invoices that must contain as a minimum, the contractor's name, address, invoice number, date, tax ID number, DUNS number, BPA and purchase order numbers, description of services, name and address of both the person to whom payment is to be sent, and the person to be notified in the event of a defective invoice.

**Child and Family Services Agency
Fiscal Operations Administration
200 I Street SE, Suite 2030
Washington, DC 20003
(202) 727-7456 (phone)**

- 8.3 Direct all technical inquiries to the Contract Administrator (CA), Amy Templeman, at (202) 724-7080.
- 8.4 The terms and conditions included in this BPA apply to all purchases made pursuant to this BPA and the District's Standard Contract Provisions for Use with District of Columbia Government Supply and Services Contracts dated March 2007. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

9. Certification, Submission And Payment Of Invoices:

- 9.1 **Certification of Invoices.** Upon receipt of a properly submitted invoice, it will be forwarded to the CFSA CA, who will certify the invoice and return it to the CFSA Fiscal Operations Administration for processing.
- 9.2 **Submission of Invoices.** The Contractor shall submit to the Agency Fiscal Operations an itemized invoice upon acceptance of services, every thirty (30) days, or upon expiration of the BPA, whichever occurs first, for all services for which payment has not been received. All invoices should be mailed to:

**Child and Family Services Agency
Fiscal Operations
200 I Street SE, Suite 2030
Washington, DC 20003**

The contractor may also submit invoices by e-mail to: cfsa.accountspayable@dc.gov

- 9.3 **Payment of Invoices.** In accordance with the Quick Payment Act, D.C. Official Code § 2- 221.02, payment shall be made within thirty (30) days from the date of receipt of a properly submitted invoice, after all approvals are completed. CFSA will only pay the Contractor for performing the services under this BPA at the prices stated in the Pricing Schedule.

10. INSURANCE

- A. **GENERAL REQUIREMENTS.** The Contractor shall procure and maintain, during the entire period of performance under this contract, the types of insurance specified below. The Contractor shall have its insurance broker or insurance company submit a Certificate of Insurance to the CO giving evidence of the required coverage prior to commencing performance under this contract. In no event shall any work be performed until the required Certificates of Insurance signed by an authorized representative of the insurer(s) have been provided to, and accepted by, the CO. All insurance shall be written with financially responsible companies authorized to do business in the District of Columbia or in the jurisdiction where the work is to be performed and have an A.M. Best Company rating of A-VIII or higher. The Contractor shall require all of its subcontractors to carry the same insurance required herein. The Contractor shall ensure that all policies provide that the CO shall be given thirty (30) days prior written notice in the event the stated limit in the declarations page of the policy is reduced via endorsement or the policy is canceled prior to the expiration date shown on the certificate. The Contractor shall provide the CO with ten (10) days prior written notice in the event of non-payment of premium.
1. Commercial General Liability Insurance. The Contractor shall provide evidence satisfactory to the CO with respect to the services performed that it carries \$1,000,000 per occurrence limits; \$2,000,000 aggregate; Bodily Injury and Property Damage including, but not limited to: premises-operations; broad form property damage; Products and Completed Operations; Personal and Advertising Injury; contractual liability and independent contractors. The policy coverage shall include the District of Columbia as an additional insured, shall be primary and non-contributory with any other insurance maintained by the District of Columbia, and shall contain a waiver of subrogation.
- B. **DURATION.** The Contractor shall carry all required insurance until all contract work is accepted by the District, and shall carry the required General Liability; any required Professional Liability; and any required Employment Practices Liability insurance for five (5) years following final acceptance of the work performed under this contract.
- C. **LIABILITY.** These are the required minimum insurance requirements established by the District of Columbia. **HOWEVER, THE REQUIRED MINIMUM INSURANCE REQUIREMENTS PROVIDED ABOVE WILL NOT IN ANY WAY LIMIT THE CONTRACTOR'S LIABILITY UNDER THIS CONTRACT.**
- D. **CONTRACTOR'S PROPERTY.** Contractor and subcontractors are solely responsible for any loss or damage to their personal property, including but not limited to tools and equipment, scaffolding and temporary structures, rented machinery, or owned and leased

equipment. A waiver of subrogation shall apply in favor of the District of Columbia.

- E. MEASURE OF PAYMENT. The District shall not make any separate measure or payment for the cost of insurance and bonds. The Contractor shall include all of the costs of insurance and bonds in the contract price.
- F. NOTIFICATION. The Contractor shall immediately provide the CO with written notice in the event that its insurance coverage has or will be substantially changed, canceled or not renewed, and provide an updated certificate of insurance to the CO.
- G. CERTIFICATES OF INSURANCE. The Contractor shall submit certificates of insurance giving evidence of the required coverage as specified in this section prior to commencing work. Evidence of insurance shall be submitted to:

Tara Sigamoni
Agency Chief Contracting Officer
Contracts and Procurement Administrator
Child and Family Services Agency
200 I Street SE, Suite 2031
Washington, DC 20003
(202) 724-5300

- H. DISCLOSURE OF INFORMATION. The Contractor agrees that the District may disclose the name and contact information of its insurers to any third party which presents a claim against the District for any damages or claims resulting from or arising out of work performed by the Contractor, its agents, employees, servants or subcontractors in the performance of this contract.

11. METHOD OF AWARD

- 11.1** The contract will be awarded to the responsible Offeror whose offer is most advantageous to the District, based upon the evaluation criteria specified below. Thus, while the points in the evaluation criteria indicate their relative importance, the total scores will not necessarily be determinative of the award. Rather, the total scores will guide the District in making an intelligent award decision based upon the evaluation criteria.

12. TECHNICAL RATING(S)

12.1 Technical Rating Scale is as follows:

| <u>Numeric Rating</u> | <u>Adjective</u> | <u>Description</u> |
|------------------------------|-------------------------|---|
| 0 | Unacceptable | Fails to meet minimum requirements; e.g., no demonstrated capacity, major deficiencies which are not correctable; Offeror did not address the factor. |
| 1 | Poor | Marginally meets minimum requirements; major deficiencies which may be correctable. |
| 2 | Minimally Acceptable | Marginally meets minimum requirements; minor deficiencies which may be correctable. |
| 3 | Acceptable | Meets requirements; no deficiencies. |
| 4 | Good | Meets requirements and exceeds some requirements; no deficiencies. |
| 5 | Excellent | Exceeds most, if not all requirements; no deficiencies. |

- 12.2** The technical rating is a weighting mechanism that will be applied to the point value for each ranking factor to determine the Offeror's score for each factor. The Offeror's total technical score will be determined by adding the Offeror's score in each evaluation factor. For example, if an evaluation factor has a point value range of zero (0) to forty (40) points, using the Technical Rating Scale above, if the District evaluates the Offeror's response as "Good," then the score for that evaluation factor is 4/5 of 40 or 32.

If subfactors are applied, the Offeror's total technical score will be determined by adding the offeror's score for each subfactor. For example, if an evaluation factor has a point value range of zero (0) to forty (40) points, with two subfactors of twenty (20) points each, using the Technical Rating Scale above, if the District evaluates the Offeror's response as "Good" for the first subfactor and "Poor" for the second subfactor, then the total score for that evaluation factor is 4/5 of 20 or 16 for the first subfactor plus 1/5 of 20 or 4 for the second subfactor, for a total of 20 for the entire factor.

13. TECHNICAL EXPERTISE (75 Points Maximum)

| FACTOR(S) | Evaluation Criteria | Points |
|------------------|--|---------------|
| Factor #1 | Demonstrated superior and logistical support skills. Ability to develop high-level objectives and execute objectives to support project implementation. Ability to monitor and report on status. | 20 |
| Factor #2 | Demonstrated skills and experience in providing administrative and logistical support as part of a multi-disciplinary team. Ability to set appropriate work standard and exhibit performance accountability. | 20 |
| Factor #3 | Ability to organize work plans coordinates logistics for Complex local government systems, familiarity with data collection methods, as well as database development. Familiarity with child welfare, workforce development and adult education systems. | 10 |
| Factor #4 | Superior oral and written communication skills. Ability to accurately provide written and oral project summaries. Collecting, analyzing and reporting on data, best practices, as well as conducting and summarizing research findings. | 15 |
| Factor # 5 | Knowledge of automated office systems and equipment; ability to use computer equipment and software (Microsoft Office Suite, etc). | 10 |
| Total | | 75 |

14. PRICE CRITERION (25 Points Maximum)

The price evaluation will be objective. The Offeror with the lowest price will receive the maximum price points. All other proposals will receive a proportionately lower total score. The following formula will be used to determine each Offeror's evaluated price score:

$$\frac{\text{Lowest price proposal}}{\text{Price of proposal being evaluated}} \times \text{weight} = \text{Evaluated price score}$$

14.1 TOTAL POINTS (100 Points Maximum)

Total points shall be the cumulative total of the Offeror's technical criteria points and price.

15. EVALUATION OF OPTION YEARS

The District will evaluate offers for award purposes by evaluating the total price for all options as well as the base year. Evaluation of options shall not obligate the District to exercise them. The total District's requirements may change during the option years. Quantities to be awarded will be determined at the time each option is exercised.

16. BEST AND FINAL OFFERS

If, subsequent to receiving original proposals, negotiations are conducted, the top three highest scoring Offerors shall be so notified and will be provided an opportunity to submit written best and final offers or oral presentations at the designated date and time. Best and final offers will be subject to the Late Submissions, Late Modifications and Late Withdrawals of Proposals provisions of the solicitation. After receipt of best and final offers or oral presentations, no discussions will be reopened unless the CO determines that it is clearly in the District's best interest to do so, e.g., it is clear that information available at that time is inadequate to reasonably justify contractor selection and award based on the best and final offers received. If discussions are reopened, the CO shall issue an additional request for best and final offers.

17. KEY PERSONNEL

17.1 The District considers the following positions to be key personnel for this contract: Administrative Support.

17.2 The Offeror shall set forth in its response the names and reporting relationships of the key personnel the Offeror will use to perform the work under the proposed contract. The Offeror shall include in its response a resume for each key personnel and the hours that each will devote to the contract in total and broken down by task.

18. DIVERSION, REASSIGNMENT AND REPLACEMENT OF KEY PERSONNEL

The key personnel specified in the contract are considered to be essential to the work being performed hereunder. Prior to diverting any of the specified key personnel for any reason, the Contractor shall notify the CO at least thirty (30) calendar days in advance and shall submit justification, including proposed substitutions, in sufficient detail to permit evaluation of the impact upon the contract. The Contractor shall obtain written approval of the CO for any proposed substitution of key personnel.

19. STANDARD OF PERFORMANCE:

19.1 The Contractor shall at all times, while acting in good faith and in the best interest of the CFSA, use its best efforts and exercise all due care and sound business judgment in performing its duties under this contract. The Contractor shall at all times, comply with CFSA operational policies, procedures and directives while performing the duties specified in the contract

19.2 The Contractor and the Administrative Support shall comply with the confidentiality requirements of CFSA and ensure that medical records and medical consultation is provided with the scope of CFSA confidentiality requirements consistent with a child welfare agency.

20. ADVERTISING AND PUBLICITY:

Unless granted prior, express, written authority by the Director, the Contractor shall not issue or sponsor any advertising or publicity that states or implies,

either directly or indirectly, that CFSA endorses, recommends or prefers the Contractor's services; shall not use CFSA logo in any fashion; or use or release information, photographs or other depictions obtained as a result of the performance of services under this contract, for publication, advertising or financial benefit.

21. CONFIDENTIALITY:

The Contractor and the Administrative Support shall maintain the confidentiality and privacy of all identifying information concerning CFSA children and youth in accordance with the confidentiality law, the privacy rule (the requirements and restrictions contained in 45 CFR part 160 and part 164, subparts A and E, as modified by any District of Columbia laws, including the Mental Health Information Act of 1978, that may have preemptive effect by operation of 45 CFR part 160, subpart B) and agrees to comply with administrative, physical, and technical safeguards requirements in 45 C.F.R. §§ 164.308, 164.310, 164.312 and 164.316 as required by § 13401 of the HITECH ACT (February 18, 2010), to maintain the security of the Protected Health Information and to prevent use or disclosure of such Protected Health Information other than as provided for by this Clause.

22. RIGHTS IN DATA:

22.1 Any data first produced in the performance of this contract shall be the sole property of the District. The Contractor hereby acknowledges that all data, including, without limitation, produced by the Contractor and the Administrative Support for CFSA under this contract are works made for hire and are the sole property of CFSA; but, to the extent any such data may not, by operation of law, be works made for hire, the Contractor and the Administrative Support hereby transfers and assigns to CFSA ownership of copyright in such works, whether published or unpublished.

22.2 The Contractor agrees to give assistance reasonably necessary to perfect such rights including, but not limited to, the works and supporting documentation and the execution of any instrument required to register copyrights. The Contractor agrees not to assert any rights in common law or in equity in such data. The Contractor shall not publish or reproduce such data in whole or in part or in any manner or form, or authorize others to do so, without written consent of CFSA at such time as to review the intent to release such data to the public.

CFSA shall not unreasonably withhold consent to the Contractor's request to publish or reproduce data in professional and scientific publications.

23. APPLICABILITY OF STANDARD CONTRACT PROVISIONS:

The Standard Contract Provisions for use with District of Columbia Government Supplies and Services Contracts dated March 2007 ("SCP") are incorporated as part of the contract. To obtain a copy of the SCP go to www.ocp.dc.gov, click on Solicitation Attachments, then click on "Standard Contract Provisions (March 2007) (PDF)".

24. DEPARTMENT OF LABOR WAGE DETERMINATIONS:

The Contractor shall be bound by the Wage Determination No. 2005-2103 Rev. 13, dated June 19, 2013, issued by the U.S. Department of Labor in accordance with the Service Contract Act, 41 U.S.C. §351 *et seq.*, The Contractor shall be bound by the wage rates for the term of the contract subject to revision as stated herein and in accordance with Section 24 of the SCP. If an option is exercised, the Contractor shall be bound by the applicable wage rates at the time of the exercise of the option. If the option is exercised and the CO obtains a revised wage determination, the revised wage determination is applicable for the option periods and the Contractor may be entitled to an equitable adjustment.

25. Price Schedule:**25.1****Base Year:**

| Contract Line Item No. (CLIN) | Description | Minimum Quantity | Maximum Quantity | Unit | Rate | Total Amount |
|-------------------------------|---|------------------|------------------|-------|------|--------------|
| 0001 (See § 3.3) | Domestic Violence Assessor (Consultant) | 1 | 1400 | hours | \$ | \$ |

25.2**Option Year 1:**

| Contract Line Item No. (CLIN) | Description | Minimum Quantity | Maximum Quantity | Unit | Rate | Total Amount |
|-------------------------------|---|------------------|------------------|-------|------|--------------|
| 1001 (See § 3.3) | Domestic Violence Assessor (Consultant) | 1 | 1820 | hours | \$ | \$ |

25.3**Option Year 2:**

| Contract Line Item No. (CLIN) | Description | Minimum Quantity | Maximum Quantity | Unit | Rate | Total Amount |
|-------------------------------|---|------------------|------------------|-------|------|--------------|
| 2001 (See § 3.3) | Domestic Violence Assessor (Consultant) | 1 | 1820 | hours | \$ | \$ |

25.4**Option Year 3:**

| Contract Line Item No. (CLIN) | Description | Minimum Quantity | Maximum Quantity | Unit | Rate | Total Amount |
|-------------------------------|---|------------------|------------------|-------|------|--------------|
| 3001 (See § 3.3) | Domestic Violence Assessor (Consultant) | 1 | 1820 | hours | \$ | \$ |

25.5**Option Year 4:**

| Contract Line Item No. (CLIN) | Description | Minimum Quantity | Maximum Quantity | Unit | Rate | Total Amount |
|-------------------------------|---|------------------|------------------|-------|------|--------------|
| 4001 (See § 3.3) | Domestic Violence Assessor (Consultant) | 1 | 1820 | hours | \$ | \$ |

CFSA is requiring that you submit a signed copy of this Blanket Purchase Agreement (BPA) no later than 2:00 PM, Tuesday, December 17, 2013. Please return the completed BPA to Aaron Holland via email at aaron.holland2@dc.gov or via facsimile at (202) 727-5886.

Please direct questions concerning this agreement to Mr. Holland, who may be reached at (202) 645-5144.

CONTRACTOR: _____

Name:

Date

Title:

CHILD AND FAMILY SERVICES AGENCY:

Tara Sigamoni
Agency Chief Contracting Officer
(202) 724-5300
(202) 727-5886 (Fax)

Date